

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING AGENDA  
WEDNESDAY JULY 9, 2014 – 7:00 P.M.**

Station 810, 33900 West Street (behind Albion Grocery Store), Albion, CA.

7:00 p.m.

1. **Board of Directors meeting.**
  - a. **Call to order and roll call**
  - b. **Approval of agenda**
2. **Approval of minutes.** Review and correct, if necessary, minutes of Regular Business Meeting of June 11, 2014 & Special Emergency Meeting of June 11, 2014.
3. **Public Comment:** The public may address the board on matters within the board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented.
4. **Financial Report:** Current financial statements for the district will be presented.
5. **Items for Board Consideration and possible action:**
  - a. **Annual BBQ:** Discuss & update any progress.
  - b. **Personnel**
  - c. **Annual Budget:** FY 2014/2015. Proposed budget approved.
  - d. **Resolution #07-09-14:** To be read & approved, requesting an increase in the Special Fire Tax. New Ordinance #04-09-14 will replace the existing Ordinance on the November 4<sup>th</sup> ballot with voter approval.
  - e. **Workers Comp Policy:** Copy of Workers Comp Policy for review & approval.
6. **Correspondence:** Correspondence to and from the Board will be presented.
  - a. Letter 5/28/14 from Bret & Valerie Taber thanking ALRFPD for response & prompt service on a fire at their property. Also included was a donation for \$2500
  - b. Email 6/27/14 from Jennifer Peters GSRMA re: information on Loss Prevention Program (LPIP) and Loss Prevention Subsidy Fund (LPSF) for 2014/2015 year and new deadline dates for applications.
  - c. Email 7/1/2014 from County of Mendocino, County Clerk Office in regard to Special Notice, Government Code Section 87306.5 requiring local agencies to submit to their code reviewing body a biannual report by October 1, 2014
  - d. 6/10/14 Letter from Pehling & Pehling, CPA's offering their services for our next audit.
7. **Committee Reports:**
  - a. **Fundraiser Committee:** See Rich
  - b. **Special Fire Tax:** Anything to report for ballot measure- see Bob.
  - c. **12Y Financial Plan:** See Rich.
  - d. **D Road Vehicle Garage:** Any new info – see Sam.
  - e. **8162 CAFS Project:** See Mike Issel
8. **Director's Discussion:** Individual Board members may discuss topics of concern to the District.
  - a. **Brown Act Training:** All 5 Board Members on June 10, 2014 completed a course on Brown Act/Ethics AB1234 at Mendo Fire & received certificates.
9. **Next Meeting:** Wednesday , August 13, 2014, 7:00 p.m.
10. **Adjournment**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board in writing at P.O. box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

**Fired Chief's Report DRAFT, 9 July, 2014, by Ted Williams**

**• Incident Log**

- In the intervening period between the Albion-Little River Fire Protection District regular meetings held Wednesday, June 11th and today, July 9th, we were dispatched and responded to fourteen incidents consisting of 10 medical aids, 3 traffic collisions and 1 false residential arm.

**• 2014005419 06/12/2014 1734**

- MED, TRAFFIC COLLISION; HWY 1 MP 046.00
- John Oakley
- Marshall Brown
- John Crowningsheild
- Jaime Placido
- Michael Rees
- Steve Wolfe
- Debbi Wolfe
- Harolde Searles
- On Scene: 1741
- Available: 1941

**• 2014005492 06/15/2014 0137**

- MEDICAL, BRAVO; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITR #104
- Andrew Crowningshield
- Emily Scott
- Jaime Placido
- Ted Williams (cancelled)
- On Scene: 0149
- Available: 0219

**• 2014005768 06/22/2014 1244**

- MEDICAL, BRAVO; 44635 LITTLE RIVER AIRPORT RD ,LITR ;
- Andrew Crowningshield (R8132)
- Ted Williams (IC)
- John Oakley
- Andrea Pennebaker
- Marshall Brown (R8130)
- Sam Levine (Medgroup)
- Michael Issel
- Tony Oakley
- On Scene: 12:55
- Available: 13:30 (Guess) HF closed call out at 15:53

**• 2014005772 06/22/2014 1343**

- MED, TRAFFIC COLLISION; HERITAGE HOUSE INN @ 5200 N HWY 1 ,LITR
- Ted Williams (IC, R8130)
- John Oakley (Safety)
- Marshall Brown (E8162, Ops)
- Andrew Crowningshield (E8181)

- Michael Rees
- Citlali Cavillo
- Tony Oakley
- Cal Fire E1156
- On Scene: 13:51
- Available: 16:31
- **2014005774 06/22/2014 1502**
  - FIRE, RESIDENTIAL ALARM; 5540 N HWY 1 ,LITR ;
  - False Alarm. During traffic collision at Heritage House and was unable to access. HF advised cancel per alarm company.
  - Available: 15:09
- **2014005786 06/22/2014 2126**
  - PA, PERSON; 30801 MIDDLE RIDGE RD ,ALBI ;
  - Ted Williams (IC)
  - Marshall Brown (R8130)
  - John Oakley (Canceled)
  - Andrea Pennebaker (Medgroup)
  - Craig Hathaway
  - Citlali Cavillo
  - On Scene: 21:37
  - Available: 21:53
- **2014005801 06/23/2014 1042**
  - MED, WOODS, 43300 LITTLE RIVER AIRPORT RD, SPACE #31, LTR
  - Ted Williams
  - Andrew Crowningshield
  - Sam Levine ( IC, Med Gp)
  - At Scene: 10:50
  - Available: 11:12
- **2014005896 06/25/2014 1805**
  - MED, SCHOONERS LANDING LANDING MARINA, ALBN
  - Ted Williams
  - Andrew Crowningshield (8132)
  - John Oakley
  - Citlali Calvillo (Med Gp)
  - Sam Levine
  - Michael Rees (8130)
  - Joe Goforth (8171)
  - Kevin Spring
  - Craig Hathaway
  - At Scene: 18:20
  - Available: 18:38
- **2014006083 07/01/2014 0001**
  - MEDICAL, ALPHA; THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITR
  - Andrew Crowningshield (8132)
  - John Crowningshield

- Jaime Placido
- Kevin Spring
- Ted Williams
- On Scene: 0011
- Available: 0018
- **2014006091 07/01/2014 1050**
  - MEDICAL, CHARLIE; 31200 MIDDLE RIDGE RD ,ALBI
  - Ted Williams
  - Andrea Pennebaker
  - Michael Rees (8130 driver)
  - John Crowningshield
  - Andrew Crowningshield
  - Arrow Pierce
  - On Scene: 1053
  - Available: 1157
- **2014006258 07/05/2014 1249**
  - MEDICAL, CHARLIE; 49541 ANDIRON RD ,LITR
  - Medic requested and canceled helicopter.
  - Marshall Brown (R8130, IC)
  - John Oakley (R8130 Driver, Ops)
  - Jamie Placido (Medgroup)
  - Debbi Wolfe
  - Steve Wolfe
  - Arrow Pierce (R8132)
  - John Crowningshield
  - Sam Levine
  - Andrew Crowningshield (R8132 Driver)
  - Ted Williams (canceled, staged at bottom of road)
  - On Scene: 12:58
  - Available: 13:18
- **2014006307 07/06/2014 0845**
  - MEDICAL, BRAVO; 3700 ALBION RIDGE E RD ,ALBI
  - incorrect dispatch; found on G Road
  - Ted Williams
  - Andrea Pennebaker
  - Arrow Pierce
  - Andrew Crowningshield
  - Ben
  - John Crowningshield
  - Jaime Placido
  - Craig Hathaway
  - On Scene: 0849
  - Available: 0937
- **2014006334 07/06/2014 2226**
  - MED, TRAFFIC COLLISION; ALBION RIVER INN @ 3790 N HWY 1 ,LITR
  - Andrea Pennebaker (RP)

- Ted Williams
- Andrew Crowningshield (8130)
- Marshall Brown (8162)
- Steve Wolfe
- cancelled incoming, no patient
- On Scene: 2226, at dispatch
- Available: 2248
- **2014006391 07/08/2014 1401**
  - MEDICAL, ALPHA; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #39 ,LITR
  - Ted Williams
  - Andrew Crowningshield (8132)
  - John Crowningshield
  - Sam Levine (IC, MedGp)
  - On Scene: 1411
  - Available: 1443
- **Training Completed**
  - **06/18/2014 – Medical Training – Nat Noorling - Station 810 ALRFPD (2 Hours)**
    - *Training Objectives:*
      - a. Educate firefighters how to respond and treat Gun Shot Wounds (GSW's).
      - b. Review the basics of S.T.A.R.T triage.
      - c. Through scenarios have firefighters train on how to effectively triage a group of victims.
    - Andrea Pennebaker, Craig Hathaway, Debbi Wolfe, Joe Goforth, Kevin Spring, Marshall Brown, Michael Issel, Michael Rees, Sam Levine, Steve Wolfe, Ted Williams
  - **06/28/2014 – Cliff Rescue – Rees/Searles - Station 810 ALRFPD (4 Hours)**
    - *Training Objectives:*
      - a. Inventory Cliff Gear.
      - b. Review the basics of repelling.
      - c. Stock Cliff Truck.
    - Andrea Pennebaker, Debbi Wolfe, Emily Scott, John Crowningshield, Michael Rees, Ted Williams
  - **07/02/2014 – Cliff Rescue – Station 810 ALRFPD (3.5 Hours)**
    - *Training Objectives:*
      - a. Review the basics of repelling.
      - b. Demonstrate the basic operations of running a cliff incident.
      - c. Practice using the capstans winch as a raising and lowering system.
    - Andrea Pennebaker, Arrow Pierce, Citlali Cavillo, Craig Hathaway, Debbi Wolfe, Harolde Searles, John Crowningshield, John Oakley, Kevin Spring, Marshall Brown, Michael Issel, Michael Rees, Steve Wolfe, Ted Williams
- **Training Planned**
  - 07/16/2014: Medical Training, Station 810 @ 19:00
  - 07/19/2014: Water Rescue, Station 810 @ 09:00
  - 07/23/2014: Wildland Drills, Station 812 @ 19:00
  - 07/26/2014: Cliff Rescue, Station 810 @ 09:00

- 07/30/2014: Inn Pre-Plan, Station 810 @ 19:00
- 08/06/2014: Haz-Mat Training, Station 810 @ 19:00
- **Development**
  - District was contacted by ISO. ISO rating will be renewed after an onsite visit in approximately four weeks.
  - Burton's Fire has been scheduled for annual pump testing at \$425 per truck.
  - Ken McNair from LN Curtis indicated SCBA unit replacements would be provided mid year (soon). If we do not receive shortly, we'll be working with Mendocino Fire to perform maintenance.
  - The recently acquired Strkyer stretcher was installed in 8130 by firefighters.
- **Equipment maintenance (John Oakley)**
  - **coming soon**

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

MINUTES

BOARD OF DIRECTORS SPECIAL EMERGENCY MEETING

BURN BAN

WEDNESDAY, JUNE 11, 2014 10:00 PM

STATION 810, 33900 West Street (behind Albion Grocery), Albion, California

*The meeting is called as a special meeting by the Board of Directors of the Albion Little River Fire Protection District for the purpose of discussing and passing a burn ban resolution No other business shall be considered at this special emergency meeting.*

1. **Call to order** with a quorum present by President Rich Riley at 10:00 pm with Board Members: Scott Roat, Chris Skyhawk, Bob Canclini, Sam Levine present. Firefighters: Sam Levine, Scott Roat, Chief, Ted Williams,
2. **Public Communication to the Board.** No public communication.
3. **Item for discussion & possible action.**

**Burn Ban Resolution:**

Due to extreme drought conditions and due to the fact that California State Agencies have not yet declared a Statewide Burn Ban, on Wednesday June 11 the Albion Little River Fire Protection District Board of Directors unanimously approved the following resolution:

Resolution 14/06/11

Whereas the entire State of California is now in extreme drought conditions; and

Whereas the State of California has not yet declared a burn ban; and

Whereas the District has recently extinguished two fires that flared from old burns;

The Board of Directors of the Albion Little River Fire Protection District declares the following resolution:

By Order of the Fire Chief a burn ban is in effect for all areas that receive fire services From the Albion Little River Fire Protection District. Burn permits are suspended, Due to extremely dry conditions, until further notice. This ban takes Effect at 12:01 AM June 16, 2014.

Passed and adopted by the Board of Directors of the Albion Little River Fire protection District at an emergency meeting on the 11<sup>th</sup> day of June 2014 by the following vote:

Ayes: Richard Riley, Bob Canclini, Chris Skyhawk, Scott Roat, Sam  
Levine

4. **Adjournment:** Meeting adjourns 11:00 pm.



ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUDGET OVERVIEW WORKSHEET

UPDATED 7/9/2014	2008-2009	PER 06/30/09	PER 6/30/11	2011-2012	PER 9/30/12	2012-2013	PER 6/30/13	2013-2014	PER 7/9/14
CODE #	DESCRIPTION	REVISED	ACTUAL	ACTUAL	RVSD 6/14/12	RVSD 04/1/13	ACTUAL	RVSD 10/10/13	ACTUAL
821110	CURRENT SECURED TAX	72,104.00	72,483.44	72,754.79	73,566.00	72,407.07	73,614.00	71,582.40	72,466.00
821120	CURRENT UNSECURED TAX	2,074.00	2,422.26	2,565.06	2,470.00	2,586.21	2,470.00	2,476.05	2,481.00
821130	SB 813 SUPPLEMENTAL TAX	2,288.00	1,185.54	298.57	283.00	11.09	28.00	(267.86)	0.00
821210	PRIOR SECURED PROPERTY TAX	0.00	(417.70)	(120.50)	0.00	(181.08)	0.00	(199.51)	150.00
821220	PRIOR UNSECURED PROPERTY TAX	34.00	99.47	167.78	126.00	279.96	101.00	151.58	0.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	75,000.00	77,510.00	77,426.00	81,920.00	82,640.00	82,080.00	81,680.00	81,880.00
821600	TIMBER YIELD TAX	374.00	303.17	198.28	83.00	208.16	125.00	218.28	187.00
821700	HIGHWAY PROPERTY RENTAL	0.00	0.00	1.37	0.00	10.26	0.00	8.68	0.00
824100	INTEREST	10,000.00	6,027.92	999.21	650.00	1,705.00	925.00	991.53	900.00
825481	HOMEOWNER PROPERTY TAX RELIEF	803.00	787.54	770.92	771.00	769.26	770.00	768.46	400.00
825490	STATE OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
826140	ELECTION SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
827500	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
827700	OTHER	76,583.50	77,383.50	0.00	0.00	20,471.26	0.00	13,521.89	1,300.00
827702	INSURANCE PAYMENT	0.00	0.00	0.00	11,676.30	11,676.30	0.00	0.00	6,040.01
	<b>TOTAL REVENUE</b>	<b>239,260.50</b>	<b>237,785.14</b>	<b>155,061.48</b>	<b>171,545.30</b>	<b>192,583.49</b>	<b>160,113.00</b>	<b>170,929.50</b>	<b>158,464.00</b>
	<b>FUND BALANCE CARRIED FORWARD</b>	<b>347,520.83</b>	<b>347,520.83</b>	<b>265,877.66</b>	<b>291,527.43</b>	<b>291,527.43</b>	<b>290,231.60</b>	<b>290,231.60</b>	<b>292,671.05</b>
	<b>TOTAL AVAILABLE FOR APPROPRIATIONS</b>	<b>586,781.33</b>	<b>585,305.97</b>	<b>420,939.14</b>	<b>463,072.73</b>	<b>484,110.92</b>	<b>450,344.60</b>	<b>461,161.10</b>	<b>451,135.05</b>
	<b>APPROPRIATIONS</b>								
861014	MISCELLANEOUS EMPLOYEE BENEFITS	6,000.00	5,407.00	5,960.00	8,000.00	7,773.00	9,000.00	20,972.00	0.00
861035	WORKERS COMPENSATION INSURANCE	6,000.00	4,130.64	4,971.95	69,000.00	42,443.15	55,000.00	50,129.17	30,000.00
862050	CLOTHING & PERSONAL ITEMS	10,000.00	4,247.81	5,107.38	5,000.00	4,297.71	4,000.00	3,452.66	4,000.00
862080	FOOD	6,000.00	5,744.00	7,172.00	8,500.00	8,341.00	8,000.00	1,352.06	1,500.00
862101	INSURANCE - GENERAL	40,000.00	17,045.14	24,452.93	37,000.00	20,571.57	45,700.00	17,842.55	8,500.00
862120	MAINTENANCE - EQUIPMENT	5,000.00	5,526.05	2,551.33	14,000.00	12,950.50	5,500.00	3,966.34	30,000.00
862140	MEDICAL, LAB SUPPLIES	8,000.00	5,879.39	4,023.78	10,500.00	9,751.15	9,000.00	8,901.13	4,500.00
862150	MEMBERSHIPS	2,800.00	2,695.00	2,349.00	3,000.00	2,006.00	3,700.00	1,324.00	9,000.00
862170	OFFICE EXPENSE	3,000.00	3,071.91	954.94	1,750.00	1,611.88	3,500.00	3,077.26	3,700.00
862181	AUDITING & FISCAL SERVICES	7,000.00	6,378.24	6,803.25	3,500.00	3,229.87	8,000.00	4,049.14	3,500.00
862184	ARCHITECT & ENGINEERING SERVICES (811)				0.00				10,850.00
862185	MEDICAL, DENTAL SERVICES				5,000.00	1,451.00	3,500.00	1,254.00	7,000.00
862187	EDUCATION & TRAINING	10,000.00	8,375.36	13,773.08	10,000.00	9,265.06	10,000.00	5,150.04	8,000.00
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	1,500.00	1,550.20	2,072.52	1,500.00	1,662.80	4,000.00	3,768.58	3,000.00
862210	RENTS & LEASES BUILDINGS & GROUNDS	3,500.00	2,381.66	1,107.12	125.00	104.00	50.00	50.00	3,000.00
862220	SMALL TOOLS & SUPPLIES	26,000.00	22,407.55	20,676.41	4,000.00	323.80	4,000.00	958.71	50.00
862231	ELECTION SUPERVISION & SERVICES	5,000.00	4,627.18	6,570.41	8,000.00	7,980.29	11,000.00	6,598.40	400.00
862250	TRANSPORTATION & TRAVEL	3,000.00	1,663.11	1,514.41	7,500.00	6,356.45	6,640.00	4,748.16	29,500.00
862260	UTILITIES	15,000.00	3,546.62	11,613.74	6,500.00	1,657.18	5,300.00	1,488.36	6,640.00
863113	PAYMENTS TO OTHER GOVT AGENCIES	205,000.00	205,634.28	8,037.46	130,000.00	38,013.43	87,450.00	22,911.54	5,300.00
864360	STRUCTURES & IMPROVEMENTS								33,700.00
864370	EQUIPMENT								20,086.01
	<b>TOTAL APPROPRIATIONS</b>	<b>362,800.00</b>	<b>310,311.14</b>	<b>129,411.71</b>	<b>426,275.00</b>	<b>193,879.32</b>	<b>393,740.00</b>	<b>168,490.05</b>	<b>258,090.00</b>
	<b>UNAPPROPRIATED FUNDS (funds balance)</b>	<b>223,981.33</b>	<b>274,994.83</b>	<b>291,527.43</b>	<b>36,797.73</b>	<b>290,231.60</b>	<b>56,604.60</b>	<b>292,671.05</b>	<b>193,045.05</b>
	<b>UNAPPROPRIATED FUNDS (funds balance) PER COUNTY RECORDS</b>								<b>285,773.76</b>

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
MONTHLY  
FUNDS BALANCE SUMMARY**

DATE	7/9/2014				
FUND	PREVIOUS BALANCE	CHANGES IN PREVIOUS PERIOD	INCOME	EXPENSE	CURRENT BALANCE
TAX REVENUE FUND	\$183,190.33				\$273,155.30
DISTRICT CHECKING AT	\$6,065.06				\$939.33
FIRE DEPARTMENT FUND (DONATIONS)	\$75,820.24				\$75,820.24
BUILDING FUND CHECKING	\$10,632.39				\$10,632.83
BUILDING FUND SAVINGS	\$0.00				
TOTAL FUNDS BALANCE	\$275,708.02				\$360,547.70

2:52 PM

07/09/14

Accrual Basis

**Albion Little River Fire Protection District**  
**Profit & Loss Detail**  
 June 9 through July 7, 2014

Type	Date	Num	Name	Memo	Class	Amount
<b>Expense</b>						
<b>86-2060-COMMUNICATIONS</b>						
<b>INTERNET SERVICE</b>						
<b>Comcast</b>						
Check	6/16/2014		Comcast	8155300570124362/8155300570034801	District	85.56
	Total Comcast					<u>85.56</u>
	Total INTERNET SERVICE					85.56
<b>TELEPHONE</b>						
<b>ATT</b>						
Check	6/26/2014		AT&T	96075541735558/0301538359001/05092...	District	132.54
	Total ATT					<u>132.54</u>
<b>ECG</b>						
Check	6/10/2014		ECG Enhanced Comm...	2319611	District	14.01
	Total ECG					<u>14.01</u>
	Total TELEPHONE					<u>146.55</u>
	Total 86-2060-COMMUNICATIONS					<u>232.11</u>
<b>86-2260-UTILITIES</b>						
<b>PG&amp;E</b>						
Check	6/11/2014		PG&E	0210095100-9	District	156.71
	Total PG&E					<u>156.71</u>
	Total 86-2260-UTILITIES					<u>156.71</u>
	Total Expense					<u>388.82</u>
<b>Net Income</b>						<u><u>-388.82</u></u>

RESOLUTION 07-09-14

**THE BOARD OF DIRECTORS OF THE ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT, ALBION, CALIFORNIA, CALLING FOR A SPECIAL ELECTION ON AN ORDINANCE IMPOSING A SPECIAL TAX INCREASE FOR FIRE PROTECTION, PREVENTION, SUPPRESSION, AND ALL RELATED SERVICES TO BE PROVIDED BY THE FIRE DISTRICT. A SPECIAL ELECTION IS CALLED FOR ON NOVEMBER 4, 2014.**

**Whereas**, this Board has called for a special election, to be held on November 4, 2014.

**Whereas**, this Board, pursuant to section 53978 of the California Government Code, on behalf of the district adopts an ordinance imposing a special tax increase to be used to maintain and improve the current level of fire protection, prevention, suppression, emergency medical, hazardous materials response, search, and rescue services. In addition, the increase will be directed toward procurement, equipping, operating, and maintaining equipment, and, for the purpose of paying salaries of personnel or any related services.

**Whereas**, the ordinance adopted by the Board, must, by law, be submitted to the qualified voters of the District, whose approval by a two-thirds vote of those casting ballots is required if the tax is to become effective.

**Now, Therefore Be It Resolved**, that the Albion-Little River Fire Protection District calls for an election to be held on November 4, 2014, and further requests the Mendocino County Board of Supervisors to consolidate said election with other elections on that same day; and

**Be It Further Resolved**, that the appropriations limit for the District shall be increased by the amount of the tax money raised by the imposition of this tax; and

**Be It Further Resolved**, that the question placed before the voters reads as follows:

Shall the Albion-Little River Fire Protection District, by Ordinance, (1) Repeal the existing special tax of \$40.00 per unit, (2) Replacing it with a special tax not to exceed \$75.00 per unit, this special tax shall be used to maintain and improve fire protection, suppression activities, prevention, and to acquire and maintain equipment or apparatus, and to increase our medical and rescue services, (3) Increase the appropriations limit by the increase of revenue raised by the tax?

Yes  No

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT  
Resolution No. 07-09-14  
Special Fire and Rescue Tax  
Page 2

Passed and Adopted by the Board of Directors of the Albion-Little River Fire Protection District at a meeting held on July 9, 2014, by the following vote:

Riley: Y  
Canclini Y  
Roat Y  
Levine Y  
Skyhawk Y

President: \_\_\_\_\_  
Richard Riley

Date: 7/9/14

Secretary: \_\_\_\_\_  
Scott Roat

Date: 7/9/14

**Bret and Valerie Taber**  
**5366 Stonehurst Drive**  
**Martinez, CA 94553**  
**925-370-7353**

May 28, 2014

To Whom it May Concern:

Enclosed please find our donation of \$2,500 to the Albion – Little River Fire Protection District. My husband and I purchased property in Little River in December of 2013 and hope to make it our home soon.

Recently, we were the recipients of the ALRFPD's essential service and we are very grateful for your prompt response. There was a grass fire at our property in March and we were very fortunate the damage was minimal. Thanks to all that responded and worked to put the fire out.

We firmly believe in supporting the community in which we live and should there ever be a need – please feel free to contact us and will do whatever we can to be of assistance.

Sincerely,

  
Valerie Taber

**Jennifer Peters** jpeters@gsrma.org<sup>3</sup> Attachments 3 hours ago

Good Afternoon,

At the May 2014 meeting, the GSRMA Board of Directors approved changes to the Loss Prevention Incentive Program (LPIP) and Loss Prevention Subsidy Fund (LPSF) applications for the 2014-2015 year. We wanted to make sure our members are aware of the changes, and how they will affect the application process.

The changes include new deadlines dates, as well as some changes in application requirements. Please review the attached applications in their entirety to familiarize yourself with the changes. Please note the LPIP has two separate applications, one for Fire Districts and one for all other member types. Please make sure to use the correct application for your agency.

If you would like to learn more about the LPIP or LPSF programs, or if you have any questions regarding the revisions, please feel free to contact either Jennifer Peters or Mark Marshall via email at [lossprevention@gsrma.org](mailto:lossprevention@gsrma.org) or via telephone at (530) 934-5633.

Thanks,

Jennifer Peters  
Loss Prevention Specialist  
Golden State Risk Management Authority  
247 W. Sycamore Street, P. O. Box 706  
Willows, CA 95988  
(530) 934-5633 - Phone  
(530) 934-8133 - Fax

This email and all attachments to it are for the sole use of the intended recipient(s) and may contain proprietary information of Golden State Risk Management Authority. This email may also contain information which is confidential or which is protected from disclosure by privilege. Any unauthorized use, disclosure or distribution of this email and its attachments is prohibited. If you are not the intended recipient, let us know by reply email and then erase and destroy all electronic or other copies of this message.



**SUSAN M. RANOCHAK**

ASSESSOR-COUNTY CLERK-  
RECORDER

REGISTRAR OF VOTERS

COMMISSIONER OF  
CIVIL MARRIAGES

ASSESSOR FAX: (707) 463-6597

CLERK-RECORDER FAX: (707) 463-4257



**COUNTY OF MENDOCINO**

OFFICE OF  
ASSESSOR-COUNTY CLERK-RECORDER  
501 LOW GAP ROAD, RM. 1020  
UKIAH, CALIFORNIA 95482  
E-MAIL: [acr@co.mendocino.ca.us](mailto:acr@co.mendocino.ca.us)

ASSESSOR  
(707) 234-6600

CLERK-RECORDER  
County Clerk: (707) 234-6822

**KATRINA BARTOLOMIE**  
ASSISTANT REGISTRAR OF  
VOTERS  
(707) 234-6819

July 1, 2014

**SPECIAL NOTICE**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted no later than October 1 of each even-numbered year. This report is due not later than October 1, 2014. You may use the form attached or you may prepare your own report. When completed, all reports must be mailed to:

County Clerk's Office  
*Attn: Conflict of Interest*  
501 Low Gap Rd., Rm. 1020  
Ukiah, CA 95482

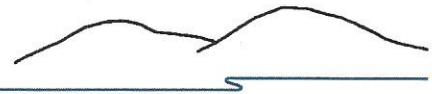
Should you have any questions or if I can be of any assistance, please feel free to contact me at 707-234-6808.

Sincerely,

Susan M. Ranochak  
Assessor-County Clerk-Recorder

By: Tim Hallman  
Administrative Assistant





## Please Contact Us for an Audit Proposal

*We Specialize in Government Financial Audit Services*

Pehling & Pehling, CPAs works exclusively in the financial audit services field. We audit numerous fire districts and feel that by focusing on this demographic we are given a greater understanding of the unique aspects and challenges that affect these clients.



At Pehling & Pehling, CPAs we pride ourselves in customer service. You will work exclusively with a firm partner, providing continuity and expertise at every step of the audit.

We believe frequent communication is key. We do not charge our clients when they contact us with questions throughout the year. This is included as a part of our services, because we find that answering accounting questions free of charge encourages a strong and mutually beneficial relationship with our clients. As part of our services we are able to present our audit to the board, so that we may promptly answer any questions you may have.

Pehling & Pehling, CPAs invites you to consider our services for your next audit. We are committed to providing a positive audit experience at competitive rates. We are confident that you will be very satisfied with our services. For more information, or to request a bid, please call Zach Pehling at (707) 279-4259.

Respectfully,

A handwritten signature in black ink, appearing to read 'Zach Pehling'.

Zach Pehling, CPA, MBA  
Owner

TED  
MAY  
2013  
-DONOR

**FUND RAISER: FOR ITEMS CURRENT BUDGET WILL NOT COVER**

**#1 Priority is vehicle storage/garages. We have 10 trucks, 2 jet skis, 1 ocean boat. We are short at least 2 storage spaces. We are currently trying to add 4 bays to Station 811, D Road with many problems with site and funds. We need to move the 2 trucks at Station 810 to 811, a better location. Station 810 is a problem location: parking, vehicles, traffic. Newer vehicles are larger, require larger garages. We desperately need the space to protect our vehicles, to keep them out of the elements & guard against theft.**

**#2. Is to update our vehicle pool. We still need at least 2 newer vehicles immediately and a total of 4 within 2-3 years. Our current budget will not cover this. We are working on a tax measure for the November ballot. Even if it passes, there will be no money available until later – 2015. There is also a possible DMV problem because of smog regulations, an added issue, causing us to purchase newer, more costly vehicles. Another tender/water truck is probably the #1 buy because of cost & use. Water is a large issue because of drought conditions & a questionable future. We did replace 1 worn out tender late in 2013 with a 2006 model, paid for with donations. We also need to replace the 1974 model Type 1 engine#8181 with an upgrade. It's our oldest vehicle. We can use it until we can find a replacement. Medocino Fire has a '95 model they plan to replace in 2016 Maybe we can get it?**

**#3 Water Sources: Because of water availability, we have to rethink our objectives. Water will always be a problem. One idea is water tanks at different locations, either ours or privately owned. A map of water tank locations, as well as a list of ponds & other water sources would be very helpful. This would be a lower cost option than several more water tender trucks. We are currently developing a compressed air foam system for one of our trucks, which will help greatly. With lack of water it will extend water & increase truck capacity immensely.**

## 12 YEAR PLAN

The plan to be reviewed annually and possibly updated to current needs. The 3 largest categories are: Buildings/Garages/water storage tanks, fire apparatus, and firefighter protection and training costs.

We have 5 locations for our equipment, spread throughout the district to help cut down response times and mileage, as insurance rates are determined by this. Lately on TV there has been talk about people's insurance being cancelled because of fire danger, because of location, and proximity to fire protection and facilities. This is why we try to keep up these facilities.

### FACILITIES

**Station 810 behind Albion store (main station):** built in early 1960, it contains a 2 engine apparatus bay, dispatch/meeting room with a small kitchen and a restroom. The building is in poor condition and is not a satisfactory facility for fire protection and poses a threat to members of the department and the public who use it. This is a problem location: parking, traffic, store & post office, and delivery vehicles often block access. This creates a potential delay in responses and puts the citizens who traffic this busy area at risk. The bridge project may cause us to move out of this location sometime between 2015 to ?. We need to relocate the 2 engines to another location, maybe 811 D Road. We may be able to use the 810 location for our water rescue units in the meantime

**Station 811 Albion Ridge Rd. at D Rd:** This station has been under construction since 1994. The existing building was jointly financed by the District, the Department, and public donations, and constructed by firefighters and volunteers from the community. It has 2 vehicle bays, and an upstairs meeting. It has no kitchen, and no restrooms, shower facilities or septic system. The property was donated to the district with almost an acre of ground. It is a pretty good location. It was hoped that it would be our main station by 2004-2007. The property has a developed well, 2-5000 gallon water storage tanks, and a diesel fuel storage tank. Approximately \$125,000-\$135,000 has been spent on this project to date. The site is proving to be iffy : septic system problems, would need holding type pump out tank, no leach field. We may just add 4 vehicle bays as we have vehicle storage problems. A large scale fundraiser project will need to be done to accomplish this.

**Station 812 Little River Airport:** This station was built in the late 1970's. It is now 35/45 years old. It is in Little River at the County Airport. The land is subject to a renewable lease agreement with the County of Mendocino. The building was financed by the Department and the District. It has 3 vehicle bays inside and 1 carport outside. There is a well, 2-5000 gallon water storage tanks, and a diesel fuel storage tank. It has no kitchen, restrooms or shower. It was hoped to be completed by 2014. This is a good building – it will need to be added on to and possibly will need to have the roof raised as newer vehicles are taller. It will also require taller entrance doors and possibly kitchen & restroom facilities added. It is presently the location for our annual barbeque.

**Station 813 Middle Ridge:** Status limited. This is a single vehicle substation, constructed by firefighters in the early 1990's. It serves as protection for a Type 3 (Wildland) engine for the east Albion Ridge Rd. It

is in good condition. The building is on leased land, subject to possible relocation. This station covers an area with significant fire and medical aid risk and several fire fighters live in the vicinity.

**Station 815 Navarro Ridge Rd.** It is approximately 4 miles up Navarro Ridge Rd. from Highway 1. It's a single bay truck substation, constructed by firefighters in the late 1980's, approximately 30 years old. The location is leased property from a timber company. There is power (elec.), a 5000 gallon water storage tank. Future plans call for adding a water tender to go along with present wildland truck. This will necessitate adding on to the existing building.

#### WATER STORAGE TANKS, ETC.

Water availability will always be a problem. The cost to create adequate supply, if possible, will be hard to determine. The problem calls for bold ideas & sound management. One of the factors causing this issue is the drought conditions and questionable rainfall levels in the future. Our rainfall averages are falling. A study of the last 17 years shows the decline. The period from 1997-2006 average rainfall was approximately 45.20 inches per year. From 2007-2014 it dropped to 34.91 inches. The average for years 2012-2014 was 28.55 inches per year. That was the driest average for any 3 year period. 2014 was the driest year in the last 17 years. The numbers tell the story. Is this the new norm?

We could install storage tanks at different locations in the district (some would be ours, some privately owned This would help to reduce the need for many expensive water tenders (trucks). The location of all possible water sources should be mapped out (ie: tanks, ponds, etc.) There are technical aids like compressed air foam systems, which can greatly expand the capabilities of water supply. We could use one vehicle to produce as much as possibly four vehicles (estimate). We are currently in the process of building a compressed air foam system on one of our trucks. There will be costs to develop the above mentioned items.

#### FIRE APPARATUS

We will have to update our vehicle pool. Currently we have 10 trucks, 1 ocean boat, and 2 jet skis. The trucks range in age from 40 years old to the newest, which is 8 years old. We have been purchasing used vehicles as new is too cost prohibitive. We need at least 4 replacement vehicles very shortly, 2 of which immediately. The 1974 Type I should be replaced immediately and a 1985 International water tender second. The plan is to get them during the 12 year plan, replacing one every 3 years or so, unless a good prospect shows up sooner at an affordable price. Of our 10 trucks, 2 are government loaners from the US Forestry Service at no cost to us, except for maintenance and insurance. They are 1995 models, Type III, we hope to keep until at least 2020. Our problem in the past was that we were buying trucks that were too old, but they were all that we could afford. Since 2000 we purchased 7 used trucks and received 2 US Government loaners. Of the 7 trucks, 5 need to be replaced soon. We also purchased 2 used jet skis, 2008 models, in 2013. We hope to keep them for 10 years, till 2018. Along with the trucks comes the cost of accessories: water hose, hose fittings, auto extrication tools, scene lighting, SCBA equipment, medical tools & supplies, ladders, radios, cliff rescue equipment. There is also the cost of fuel, maintenance, and biannual DOT safety inspections.

## Firefighters/Expenses

**Firefighters:** are very dedicated and are a crucial asset. They are the backbone of this department. They are responsible for all sorts of emergency responses and the protection of life and property. The volunteers donate a large part of their time away from home & their families. It is not always time they have to spare. They are basically on call 24/7. Emergencies have no time schedule and often come at inopportune times and demand immediate attention. Volunteers put in many hours on calls, meetings and trainings , either local or out of area, because of changing laws & regulations and to familiarize them with equipment & techniques. Training can be expensive to supply them with the best tools to perform their duties. There are costs involved for them to do their jobs: proper clothing and personal items for protection, worker's comp insurance for possible injuries on the job, communication equipment, education & training. Firefighters are the first responders to most medical scenes and have to have medical training & supplies. They enter into many hazardous situations that require special protective equipment, which comes at a cost. This is not a job for the faint of heart, almost every call is unique, and you never know what to expect. Calls can range from fire, medical, cliff rescue, hazardous materials, auto accidents, and the list goes on. We need to make sure we have enough money in our budget to cover the needs of these dedicated people. We have a current shortfall at this time and it is one of the things we're hoping to solve in the 12 Year Plan with your help. There is always need for more interested people to get involved. We are all in this together, friends & neighbors helping each other.

# Certificate of Course Completion

This certifies that on June 10, 2014  
In Mendocino County, California,

*RICHARD FOLEY AARFD*

Successfully Completed the Course Entitled:

**"Brown Act/Ethics AB1234"**



Course Instructor

Douglas L. Losak, Acting County Counsel

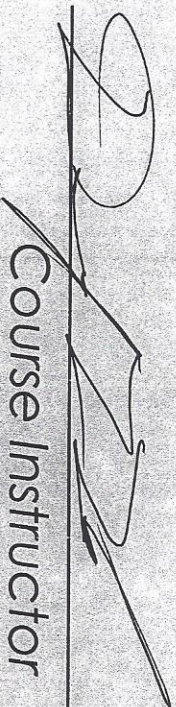
# Certificate of Course Completion

This certifies that on June 10, 2014  
In Mendocino County, California,

*Chris Skyhawk, ACRFPD Board Member*

Successfully Completed the Course Entitled:

**"Brown Act/Ethics AB1234"**



Course Instructor

Douglas L. Losak, Acting County Counsel

# Certificate of Course Completion

This certifies that on June 10, 2014  
In Mendocino County, California,

SCOTT RAAT

Successfully Completed the Course Entitled:

**"Brown Act/Ethics AB1234"**



Course Instructor

Douglas L. Losak, Acting County Counsel



# Certificate of Course Completion

This certifies that on June 10, 2014  
In Mendocino County, California,

Robert Cancini

---

Successfully Completed the Course Entitled:

**"Brown Act/Ethics AB1234"**



Course Instructor

Douglas L. Losak, Acting County Counsel